



COMMERCIAL FILMING/PHOTOGRAPHY PROPOSAL

USDA Forest Service

Name/Company:	Project Title:
Date Submitted:	Production Date(s) including alternative dates:
Authorized Representative (individual designated to sign a permit & accept responsibility):	Primary Contact Name & Title:
Mailing/billing Address:	Primary Contact Phone number(s) & e-mail:
	Backup Contact Name/Title (if applicable):
FAX (if applicable):	Backup Contact Phone number(s) & e-mail:

I. Production Information:

TYPE: (check)					
Still Photography		Commercial		TV Movie	
Documentary		TV Episode		Corporate Video	
				Feature Film	
				Music Video	

PROPOSED LOCATION(S) - (legal description, including size of area to be used (attach map(s)):
NOTE: National Forest System lands often have mixed ownership of "other" land ownership within its boundaries. It is the responsibility of the proponent to determine if coordination with other agencies or private landowners is necessary.

Total number of people on location (including actors, crew, support staff, catering, subcontractors, producers, etc.)	
Preview of Site (Dates)	
Set-up (Date, length of time, time of day)	
Production (start/stop)	
Breakdown and restoration (start/stop)	

STUNTS/SPECIAL EFFECTS/OTHER ACTIVITIES PROPOSED: (check all that apply)

Pyrotechnics	Sexually oriented commercial services*	Military or paramilitary training or exercises by private organizations/individuals*
Domestic or wild animals	Noise effects	Weather machines (snow cannon, snow gun, fog maker, etc.)
Outdoor lighting	Weapons	Solid waste, radioactive or other hazardous materials*
Aerial stunts/ aircraft	Gambling*	Other (explain below)
Non-motorized aircraft (balloons, hang gliders, etc.)	Projectile throwing devices	

*These activities are not allowed, reference [36 CFR 251.54 \(e\)](#)

SPECIAL AREAS: (check all that may apply)

Wilderness - congressionally designated, special restrictions apply, see ID_FSH 2709.11, Ch. 40)	Forest Service Administrative Site	Developed Recreation Site (eg: camp ground)
Wild & Scenic River	Old Growth Area	Paved road (as part of filming)
Scenic Byway	Archeological site	Lakes
Research Natural Area	Historic Structure	Other (explain below)

II. DESCRIPTION OF ACTIVITY (address impacts to the ground). Describe the who, what, when, where & why. Attach narratives and story boards if applicable:**Parking plan (vehicles, equipment, aircraft):****Staging plan and layout of site (dressing rooms, catering, portable restrooms, etc.):**

Environmental uses (include any proposed removal, introductions, harvest or uses of: vegetation (trees, brush, grass, wildflowers, etc.); water bodies (streams, lakes, ponds, etc.); animals (native wildlife, domestic and introduced species, insects); geologic features (rock outcrops, ground disturbance); weather (artificial snow, mist, fog, rain, etc.)

III. DESCRIPTION OF EQUIPMENT: (numbers of each)

Aircraft - motorized	Cars/sedans	Boats: motorized and non-motorized
Aircraft- nonmotorized	ATVs/4-wheelers	Generators
RVs/Trailers	Motorcycles	Other (explain below)
Semi -Trucks	Pickup trucks	

Summary of Action involving vehicles, equipment, special effects/stunts and other activities listed above:

Props proposed: (signs, buildings, vehicles, plants, etc.)

Traffic and safety control/special closures measures needed:

Traffic and Safety controls for general public during filming activity:

Any necessary authorizations to use improvements not owned by/under the jurisdiction of the United States Government, i.e. structures, roadways, etc.):

Name of Person submitting this proposal: _____ **Date:** _____

This section is for Forest Service Use

FEES:	Number of Persons on Location	Basic Daily Fee	
		Motion Picture, Television, Video (per day)	Still Photography (per day)
	1-10	\$150.00	\$50.00
	11-30	\$200.00	\$150.00
	31-60	\$500.00	\$250.00
	More than 60	\$600.00	
Permit preparations/Monitoring Cost:	Fees are subject to change and required to be paid in advance.		
TOTAL AMOUNT:	In addition to the above use fee, a cost recovery fees are typically charged for processing an application as well as for monitoring authorized use for compliance with the terms and conditions of the permit.		
Concessionaire/Permittee Coordination Required? (Yes/No)	Certificate of Insurance Required See attached insurance requirements.		
Other Landowner/Agency Coordination Required? (Yes/No)			

USDA Forest Service Insurance Requirements

The following insurance guidelines are provided to show why insurance requirements are necessary and how the Certificate of Insurance needs to be prepared to meet the agency direction, unless waived by the administrative officer.

The Special Use Permit requires the Permittee to indemnify the United States against any liability for damage to life or property arising from the occupancy or use of National Forest System Lands. The Permit requires the Permittee to have the insurance company name the *United States Government* (Forest Service) as an additionally insured party. Also, the Certificate of Insurance and the insurance policy shall contain a specific provision to the effect that the policy shall not be cancelled or the provisions changed or deleted before thirty (30) days written notification by the insurance company to the *U.S. Government, c/o USDA Forest Service*.

A Certificate of Insurance must be presented to the Forest Service before a Special Use Permit will be issued. For long-term or high risk projects the Authorized Officer may require that a copy of the actual insurance policy be furnished before the permit is issued.

The following acceptable additional insured clause shall be shown in verbatim on the face of the Certificate of Insurance or Binder and, as a clause or an endorsement in the insurance policy:

"It is understood and agreed that the United States Government is additional insured solely as respects liability arising from operations of the named insured."

In addition, the following 30 day clause is also mandatory and shall be shown in verbatim on the Certificate of Insurance as well as in the insurance policy:

"It is understood and agreed that the coverage under this policy will not be changed or its provisions changed or deleted before thirty (30) days written notice to the:

United States Government, USDA Forest Service,
 _____ **NAME National Forest/Grassland**
 _____ **Address**
 _____ **City, State, Zip**

United States Government, c/o USDA Forest Service, _____ National Forest/Grassland shall be listed in the certificate holder box.

If these clauses are not on the Certificate of Insurance in verbatim, and are not in the insurance policy or on an endorsement as stated above, a Special Use Permit will **not** be issued.

The amount of insurance required will depend on the degree of risk involved. The Forest Representative administering the special use permit will inform the prospective permittee of the required liability coverage necessary, such as: (coverage's shown minimums, [FSH 2709.11, Chapter 14.3](#))

- (1) \$25,000 Property Damage
- (2) \$200,000 Death or injury to One Individual, and
- (3) \$300,000 Death or injury to more than One Individual
- (4) \$300,000 Combined Single Limit (CSL)